



**TOWN OF LAKE PARK
PLANNING & ZONING BOARD
MEETING MINUTES
AUGUST 5, 2013**

CALL TO ORDER

The Planning & Zoning Board Meeting was called to order by Chair Judith Thomas at 7:31 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Chair Judith Thomas	Present
Vice-Chair Natalie Schneider	Present
James Lloyd	Present
Michele Dubois, 1 st Alternate	Present

Also in attendance were Thomas J. Baird, Town Attorney; Nadia DiTommaso, Community Development Director, and Kimberly Rowley, Recording Secretary.

APPROVAL OF AGENDA

Chair Thomas requested a motion for the approval of the Agenda as submitted. Vice-Chair Schneider made a motion for approval of the Agenda, and the motion was seconded by Board Member Lloyd. The vote was as follows:

	Aye	Nay
Judith Thomas	X	
Natalie Schneider	X	
James Lloyd	X	
Michele Dubois	X	

The Motion carried 4-0 and the Agenda was unanimously approved as submitted.

APPROVAL OF MINUTES

Chair Thomas requested a motion for the approval of the Minutes of the June 3, 2013, Planning & Zoning Board Meeting as submitted. Board Member Lloyd made a motion to approve the Minutes. The motion was seconded by Vice-Chair Schneider, and the vote was as follows:

	Aye	Nay
Judith Thomas	X	
Natalie Schneider	X	
James Lloyd	X	
Michele Dubois	X	

The Motion carried 4-0 and the Minutes of the June 3, 2013, Planning & Zoning Board Meeting were unanimously approved as submitted.

PUBLIC COMMENTS

Chair Thomas explained the Public Comment procedure, and stated that there was one Public Comment Card submitted regarding Agenda Item "A".

ORDER OF BUSINESS

Chair Thomas outlined the Order of Business.

NEW BUSINESS

- A. TEXT AMENDMENT: TO SECTION 78-111 OF THE TOWN OF LAKE PARK CODE OF ORDINANCES TO INCREASE THE FENCE HEIGHT REQUIREMENT FOR MULTI-FAMILY STRUCTURES WITH PARKING LOTS FACING THE STREET**

STAFF PRESENTATION

Nadia DiTommaso, Community Development Director, addressed the Board and stated that a problem was found in the Code which needs to be addressed regarding the fence and wall height requirements for multi-family structures. Ms. DiTommaso explained the Code currently includes regulations for fences and walls in both residential and commercial areas, and that multi-family structures are located within the 'residential' district area regulations. The fence and wall regulations limit the height of front yard fences in residential districts to 40 inches, plus an additional 6 inches allowed for decorative caps, for a total of 46 inches. While these Regulations are suitable for single-family and duplex lots, and possibly suitable for two-story or three-story multi-family structures which are newly developed or developed with interior parking areas, the Regulations are not appropriate for higher intensity (more than three-story) multi-family buildings with parking areas facing the street. Ms. DiTommaso stated that generally these types of multi-family buildings require front yard security, which is accomplished through a combination of landscaping with a fence and a gate.

Ms. DiTommaso explained that several condominium buildings, specifically along Lake Shore Drive, are more than three stories and currently have five or six foot high fences with gates which were permitted long ago, however, throughout time, the regulations have been modified and recently came to Staff's attention while reviewing the fence regulations in

Section 78-111. The Text Amendment recommended by Staff would provide for a commonly accepted security practice for condominium buildings along Lake Shore Drive which are designed with parking areas adjacent to the street, whereby a combination fence and gate at a maximum height of six feet is common practice. Consequently, Staff is recommending a modification to the Town's Code of Ordinances to Section 78-111 to provide for an increased fence height limitation for multi-family residential structures with parking areas facing the street to read as follows:

Multi-family buildings with parking areas facing the street shall have a maximum height of six feet and shall be set back a minimum of three feet or sufficiently to include a landscaped strip between the fence and the street right-of-way line.

STAFF RECOMMENDATION

Ms. DiTommaso stated that Staff recommends the Planning & Zoning Board provide a recommendation of Approval to the Town Commission for a Text Amendment to Code Section 78-111 to provide for an increased fence height limitation for multi-family residential structures with parking areas facing the street.

PUBLIC COMMENT

Bill Holl, a resident of Lake Harbor Towers at 401 Lake Shore Drive, addressed the Board. Mr. Holl stated that the fences at 301 Lake Shore Drive, 501 Lake Shore Drive, 801 Lake Shore Drive and Mariner's Key are all currently the same height, and that Lake Harbor Towers at 401 Lake Shore Drive is requesting that they be able to join their neighbors in a cosmetic sense. Mr. Holl stated that Lake Harbor Towers has also experienced problems with the patrons of events being held at Kelsey Park entering onto their private property in order to park for free in their parking lot. Mr. Holl further stated that the installation of a fence and gate at 401 Lake Shore Drive would help to enhance the area and improve property values, thus benefitting the Town. Mr. Holl stated that he would appreciate the consideration of the Board in favor of the Text Amendment.

PLANNING & ZONING BOARD MEMBER COMMENTS

Vice-Chair Schneider commented that the Staff Report states "*these Regulations are suitable for single-family and duplex lots, and also potentially suitable for two or three-story multi-family structures*" but multi-family buildings within the Code does not state that, so technically any multi-family structure, whether it is a 1-story or 2-story, would be allowed to have a 6 foot fence, and therefore, the analysis actually does not fit the language. Ms. DiTommaso stated that when the analysis was done it was specific to multi-family buildings that are higher than 3 stories, and now this is an opportunity to add to the language: *multi-family buildings with more than 3 stories with parking areas facing the street.*

PLANNING & ZONING BOARD RECOMMENDATION

There being no further discussion, Chair Thomas requested a motion from the Board. Vice-Chair Schneider made a motion to provide a recommendation of approval to the Town Commission for a Text Amendment to Code Section 78-111, with amended language to include *multi-family buildings, greater than 3 stories with parking areas facing the street*. The motion was seconded by Board Member Lloyd and the vote was as follows:

	Aye	Nay
Judith Thomas	X	
Natalie Schneider	X	
James Lloyd	X	
Michele Dubois	X	

The vote was 4-0 and the Motion was unanimously approved.

B. TEXT AMENDMENT: TO SECTION 78-184 OF THE TOWN OF LAKE PARK CODE OF ORDINANCES TO ADD NOTICING AND SUBMITTAL DOCUMENT REQUIREMENTS FOR SPECIAL EXCEPTION USE APPLICATIONS

STAFF PRESENTATION

Nadia DiTommaso, Community Development Director, addressed the Planning & Zoning Board and stated that Staff and the Town Commission have previously discussed at several public meetings the Town Code's noticing requirements, or lack thereof, pertaining to Special Exception Use applications. Ms. DiTommaso explained that Code Section 55-64 requires a certified mail notice, referred to as a "courtesy" notice, to all property owners within 300 feet of a proposed development application, advising of the date and time of the Public Hearing to consider the application. Staff previously determined that the noticing provision does not necessarily apply to special exception use applications, since development applications are specifically referenced in the site plan criteria of the land development section of the Code. Ms. DiTommaso further explained that Code Section 78-184, entitled "*Criteria for Special Exception*", does not require a certified mail notice to property owners within 300 feet of a proposed special exception use and that, because of their nature, special exception use applications often impact properties within 300 feet of the use being proposed to an even greater extent than a permitted use. Therefore, it would be appropriate to require a courtesy notice to all property owners within 300 feet of a proposed special exception use, and in order to do so, it is necessary to extend the requirements of Section 55-64 relating to development applications for site plans to Section 78-184 for special exception use applications.

Ms. DiTommaso stated that Staff is proposing that Section 78-184 *Criteria for Special Exception* be amended to include procedural requirements, submittal requirements, noticing requirements and the various subsections as listed in the agenda item for Section 78-184. (listed below for reference). The various components include a certified mail courtesy notice requirement to all property owners within 300 feet, a site plan and aerial photograph, any additional documentation which is relevant to the proposed use, and a detailed description of the process of the Planning & Zoning Board and Town Commission.

FOR REFERENCE ONLY:

Section 78-184. Criteria for Special Exception.

(A) Submittal Requirements

(1) Existing conditions and Proposed activities.

(a)

In accordance with Section 67-38 of the Code, the applicant shall submit a location map identifying the area of the proposed application, which also shows the area within 300 feet of the subject property and a Site Plan. The Site Plan shall be inclusive of both interior and exterior activity notations. The Site Plan shall identify all proposed uses and provide square footage information, and required parking calculations. Additional criteria may be required by the Community Development Director depending upon the type of use proposed.

(b) Aerial photographs of the subject property and abutting properties showing existing structures, terrain and vegetation as viewed from all lot lines and street lines of the application property. The photographs shall be clearly dated and labeled as to the location and direction from which the photographs were taken. The use of digital photography is preferred, in which case a disk containing those digital photographs shall also be provided.

~~(a)~~ (2). A special exception use shall not be approved unless an applicant establishes that all of the following criteria are met:

~~1~~-(a) The proposed special exception use is consistent with the goals, objectives, and policies of the Town's Comprehensive Plan.

~~2~~ (b) The proposed special exception is consistent with the land development and zoning regulations and all other portions of this Code.

3(c) The proposed special exception use is compatible with the character and use (existing and future) of the surrounding properties in its function; hours of operation; type and amount of traffic to be generated; building location, mass, height and setback; and other relevant factors peculiar to the proposed special exception use and the surrounding property.

4 (d) The establishment of the proposed special exception use in the identified location does not create a concentration or proliferation of the same or similar type of special exception use, which may be deemed detrimental to the development or redevelopment of the area in which the special exception use is proposed to be developed.

5 (e) The proposed special exception use does not have a detrimental impact on surrounding properties based on:

a. The number of persons anticipated to be using, residing, or working on the property as a result of the special exception use;

b. The degree of noise, odor, visual, or other potential nuisance factors generated by the special exception use; and

c. The effect on the amount and flow of traffic within the vicinity of the proposed special exception use.

6(f) That the proposed special exception use:

a. Does not significantly reduce light and air to adjacent properties.

b. Does not adversely affect property values in adjacent areas.

c. Would not be a deterrent to the improvement, development or redevelopment of surrounding properties in accord with existing regulations.

d. Does not negatively impact adjacent natural systems or public facilities, including parks and open spaces.

e. Provides pedestrian amenities, including, but not limited to, benches, trash receptacles, and/or bicycle parking.

(B) Procedural requirements for special exception use applications.

1. Applicants for special exception uses shall submit a site plan and Statement of Use regarding the special exception use in accordance with the procedures of Section 67-37 of the Code. Once the Community Development Department determines that a special exception use application and the accompanying site

plan are complete, it shall prepare a Staff Report evaluating the anticipated impacts of the proposed special exception use. Thereafter, the Community Development Department shall schedule and require the applicant to provide a courtesy notice pursuant to Section 55-64 of the Code for a public hearing for the Planning and Zoning Board's and the Commission's consideration of the proposed special exception use and site plan.

2. The Planning and Zoning Board shall conduct a public hearing to consider the proposed special exception use, and shall receive any public comments, testimony and information from the Town Staff, any affected third parties, and the public. At the conclusion of the hearing, the Planning and Zoning Board shall make a recommendation to the Town Commission.
3. Within a reasonable time after the Planning and Zoning Board meeting, and in accordance with the notice requirements of Section 55-64 of the Code and F.S. § 166.041, the Town Commission shall notice a hearing and hold a quasi judicial public hearing to consider the proposed special exception use and accompanying site plan in accordance with the procedures set forth in section 2-2 of this Code.

(C) Notice requirements.

1. Courtesy mail notice required. At the applicant's expense, a courtesy notice of the proposed special exception use and site plan shall be mailed by the town return receipt requested to the owners of record of properties within a radius of 300 feet of the property which is the subject of the application, at least ten days prior to the Planning and Zoning Board meeting and shall include the date of the Town Commission meeting. The notice shall state the date, time and place of the Planning and Zoning Board and Commission meetings, the name of the owner of the property, the name of the project and/or applicant, and a general written description of the request and the location, or specific street address of the property. Failure to receive such notice, however, shall not affect any action or proceeding taken thereon, nor is it intended to supplement the required notice provisions of state law for due process or any other purposes. A copy of the notice shall be retained for public inspection during the regular business hours of the Town Clerk's office.
2. Newspaper notice. Notice of the meetings wherein the proposed special exception use and site plan will be considered shall be published in a newspaper of general circulation in the Town at least ten days prior to the Planning and Zoning Board and Town Commission meetings. The notice of the proposed public meetings wherein the special exception use application and site plan will be considered shall state the date, time, and place of the meetings and general description of the special exception being proposed, as well as the place or places within the Town where the proposed special exception use application and site plan may be inspected by the public. The notice shall also advise that interested parties may appear at the

meeting and be heard with respect to the proposed special exception use and site plan application.

~~(b)~~-(D)

Should the Town Commission determine that the proposed special exception use is not consistent with the criteria outlined hereinabove, it may either deny the application or impose such conditions of approval as it deems necessary to mitigate the adverse impacts of the proposed special exception use. The condition of approval may require the applicant to exceed the minimum zoning or land development regulations established by this Code. Conditions of approval may include, but are not limited to, the following:

- (1) Limit the manner in which the use is conducted, including restricting the time an activity may take place and/or restraints to minimize such effects as noise, vibration, air pollution, glare and/or odor.
- (2) Establish a special setback, open space requirement, and/or lot area or dimension.
- (3) Limit the height, size, and/or location of a building or other structure.
- (4) Designate the size, number, location and/or nature of access points (vehicle and pedestrian).
- (5) Designate the size, location, screening, drainage, type of surfacing material and/or other improvement of a parking and/or loading area.
- (6) Limit or otherwise designate the number, size, location, height and/or lighting of signs.
- (7) Require the use of, and designate the size, height, location and/or materials for berming, screening, landscaping and/or other facilities to protect and/or buffer adjacent or nearby property, including designating standards for installation and/or maintenance of the facilities.
- (8) Require the protection and/or relocation of additional trees, vegetation, water resources, wildlife habitat and/or other appropriate natural resources.

(9) Require specific architectural details and/or design that produces a physical development which is compatible in appearance with the uses permitted by right in the zoning district.

(10) Specify other conditions of approval to permit development of the special exception use in conformity with the intent and purpose of this Code and the Town's Comprehensive Plan.

~~(e)~~(E)

Violation of any conditions, when made a part of the terms under which the special exception use is approved, shall be deemed a violation of this chapter subject to enforcement under the provisions of this Code.

STAFF RECOMMENDATION

Ms. DiTommaso stated that Staff is recommending approval of a Text Amendments to Code Section 78-184 and is proposing that the Planning & Zoning Board recommend approval to the Town Commission.

BOARD MEMBER COMMENTS

There were no public comments on this subject matter. Chair Thomas asked if the Applicant is required to pay any additional costs associated with the courtesy notices and the manner in which the Applicant would be billed. Ms. DiTommaso explained that the Applicant would be responsible for the additional costs, and the Applicant is required to pay an application fee, as well as a minimum escrow fee of \$800. The costs for the courtesy notices would be taken out of the escrow account, and any excess amount in escrow which is not utilized is reimbursed to the Applicant.

PLANNING & ZONING BOARD RECOMMENDATION

There being no further comments, Chair Thomas called for a motion for approval of Staff's recommendation of the Text Amendment to Code Section 78-184, adding Noticing and Submittal Requirements for Special Exception Use Applications. Vice-Chair Schneider made a motion to approve, and the motion was seconded by Board Member Dubois. The vote was as follows:

	Aye	Nay
Judith Thomas	X	
Natalie Schneider	X	
James Lloyd	X	
Michele Dubois	X	

The vote was 4-0 and the Motion was unanimously approved.

**C. TEXT AMENDMENT: TO SECTION 78-144 OF THE TOWN OF LAKE PARK
CODE OF ORDINANCES TO CREATE JOINT ACCESS AND CROSS ACCESS
PROVISIONS IN THE CODE**

STAFF PRESENTATION

Nadia DiTommaso addressed the Board and stated that Staff has participated in conversations with private property owners over the past few months relating to their parking lots, driveway connections and overall access to their properties. Ms. DiTommaso showed a visual illustrating the Town's Commercial Zoning Districts on the Town's Zoning Map, including Commercial-1 (C-1); Commercial 1B (C-1B); Commercial-2 (C-2); Commercial-3 (C-3); Commercial-4 (C-4); Campus Light Industrial and Commercial (CLIC) and Park Avenue Downtown District (PADD). Ms. DiTommaso stated that Policy 8.2 of the Town's Comprehensive Plan's Traffic Circulation Element promotes cross access and shared access (joint access) and states the following: *Policy 8.2: At the time of redevelopment and through cross-access and shared access agreements, the Town shall discourage excessive curb cuts including the control of connections and access points of driveways and roads to roadways on arterial and major collector streets within the confines of the Town's roadway network.*

Ms. DiTommaso explained that joint access and cross access are methods for allowing adjacent properties to share driveways, drive aisles, and parking lot facilities, and that joint access allows two adjacent property owners to share a driveway along their common property line. Cross access allows traffic to move between adjacent properties without re-entering the public roadway. Ms. DiTommaso further explained that joint access and cross access are important since the majority of the Town's commercial structures were built in the early 1960's and 1970's and, while some of these commercial structures have been renovated, many of these commercial structures were built on lots that do not meet the Town's current Land Development Regulations, and consequently, the majority of the existing parking lots, and the number of available parking spaces, drive aisles and driveways for commercial properties in the Town are non-conforming. Ms. DiTommaso stated that the businesses and the Town would be better served if these businesses, on separate lots, were operated in conjunction with their neighboring lots.

Ms. DiTommaso explained that the changes proposed by Staff will provide an alternative method to property owners to meet the access, parking and circulation requirements of the Code, and the property owner will ultimately have two (2) Options:

- (1) Utilize, build, renovate or expand upon their properties such that they meet the existing land development regulations, including those for

parking, drive aisles, service drives and access points as required by Code. *(This Option is currently in place in the Town Code)*

OR

- (2) Utilize, build, renovate or expand upon their private property through the sharing of parking spaces, drive aisles, service drives and all relevant access points using the provisions proposed as part of this agenda item. This would require property owners to agree to cross and joint access easements.

Ms. DiTommaso stated that property owners should be encouraged and incentivized to select Option (2), since cross access will enhance a property's development opportunities, improve roadways, pedestrian and bicycle safety, and reduce congestion.

Ms. DiTommaso stated that Staff is recommending a Text Amendment to Section 78-144 of the Town of Lake Park Code of Ordinances to include SubSection (f) Joint Access/Cross Access, which defines joint access and provides for joint access and cross access as alternative methods, and also provides for the procedural requirements which are required as a part of joint access and cross access, as well as an opportunity to reduce the parking spaces by 50%, assuming that joint access and cross access agreements are executed.

FOR REFERENCE ONLY:

Section 78-144 – Access to rights-of-way

(f) Joint Access/Cross Access

(1)

In order to provide for an alternative method to ensure the safe and efficient movement of traffic along public roadways and to comply with the minimum parking standards for properties fronting on public streets in the Town's commercial zoning districts shall, whenever feasible, execute joint and cross access easements to share access points or driveways, drive aisles, service drives, and parking, to provide for cross and joint access between the businesses located thereon. Property owners who agree to execute joint and cross access easements and/or parking agreements may be entitled to a reduction of the number of required parking spaces upon their

respective properties by up to 50% provided a shared parking study which demonstrates that the parking demand for the properties subject to the cross access and/or parking agreements can be met. The parking demand study shall be subject to the review and approval of the Community Development Director. The study shall:

i. List the legal names of the property owners, each size and type of activity, the uses on the properties and their rate of turnover; and the anticipated peak parking and traffic loads to be encountered;

ii. An executed cross and joint access easement agreement between the property owners.

iii. Be approved by the Community Development Director in consultation with the Town's Engineer, as needed, based on feasibility of the land uses to shared parking due to their particular peak parking and trip generation characteristics

(2) Any property owner who proposes the expansion of an existing business, or an application for the development of a new or different use, or the redevelopment of a property, shall design the site to allow for vehicular circulation through a cross access and joint access easement agreement which defines the shared access points or driveway, drive aisles, and service drives such that the property can be connected to the adjoining commercially-zoned properties, unless the property owner is able to connect to the public roadway and allow for adequate parking and vehicular circulation onsite pursuant to the code requirements.

(3) All commercially-zoned properties with frontage on public streets shall be subject to the access to rights-of-way regulations in Section 78-144 of the Code. This system can be supplemented by the execution of cross and joint access easement agreements between properties with frontage on commercial access streets as shown in Figure 78-144-1. A unified joint and cross access circulation system plan is encouraged whenever feasible and shall include the following:

- (i) A continuous cross access drive extending the entire length of each block served to provide for driveway separation consistent with the access to rights-of-way system in Section 78-144 and standards;
- (ii) A design speed respective of the individual vehicular drive aisles and sufficient width to accommodate two-way travel aisles designed to accommodate automobiles, service vehicles, and loading vehicles;
- (iii) Stub-outs and other design features to make it visually obvious that the abutting properties may be tied in to provide joint access points, consistent with the visibility triangle requirements and landscape requirements as set forth in the Town Code;

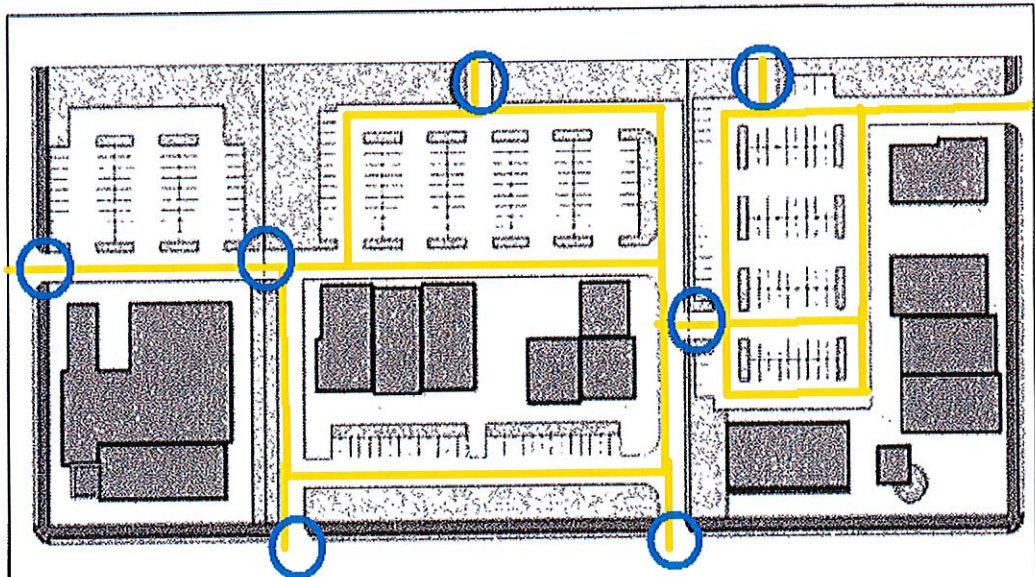


Figure 78-144-1: Cross-access between parking areas and adjoining developments. Joint access through the utilization of common driveways between developments.

(4) Pursuant to this section, property owners shall :

- i. Record an easement agreement allowing cross and joint access to and from other properties served by the joint use driveways and cross access drive aisles between parking areas and adjoining developments, which shall include the maintenance responsibilities of each party;
- ii. For reconstruction or development projects which utilize the cross and joint access alternative, provide that remaining access rights along the roadway will be dedicated to the Town and pre-existing driveways will be closed and eliminated after the construction , modification, or retention of each pre-existing side of the joint use driveway. is complete.

STAFF RECOMMENDATION

Ms. DiTommaso stated that Staff recommends approval of the proposed Text Amendment to Section 78-144 of the Town Code.

BOARD MEMBER COMMENTS

There were no public comments on this subject matter and discussion was opened up to the Board. Vice-Chair Schneider commented that the Board was anticipating that this language would be brought forward at some point because of the amount of non-conforming lots in Lake Park, and most of the time there will not be a complete tear down of the building in an attempt to rebuild and conform, and she believes this is a great ordinance to be brought forward. Vice-Chair Schneider stated that there are a couple of items in the language that she will provide to Staff after the meeting, but they are nothing of substance. Chair Thomas asked what will happen now that we have a situation where a property owner has walled off their property that is adjacent or contiguous and we have an ordinance that is now being proposed. The Town Attorney stated that the Ordinance cannot be applied retroactively but the Ordinance expects that the property owners will cooperate to their mutual benefit by entering into cross access agreements. However, property owners have their rights to their property and so the Town cannot compel them. The Town Attorney referred to a situation which occurred many years ago where it was assumed that when the Park Avenue improvements were put into place that there would be cross access agreements executed by property owners, but that never occurred and there was no provision written into the Code that would compel it at that time, so with respect to the existing situation, unless or until the two property owners can agree to cooperate with respect to access, or unless one of the property changes hands and a more cooperative owner owns the property, then the situation will remain as it is. Chair Thomas asked if the provisions could be stronger in the redevelopment areas, i.e. the Park Avenue redevelopment area, where the intent is to revitalize the property and to generate a pedestrian-oriented movement, could there be some type of strong arm put into place for the purpose of encouraging pedestrian oriented traffic. The Town Attorney pointed out that Section 2 does address the redevelopment of sites and

provides for an incentive to property owners in those circumstances, for example, if they cooperate, they may receive a reduction on the number of parking spaces required by the Town. Chair Thomas asked if once an agreement is established and the property is sold, would the agreement then be revoked. The Town Attorney said the agreement would not be revoked, but that there will be recorded easements which will bind the successors and assigns of the properties, so that the prospective property owner, before the property changes hands, will know that they are subject to that encumbrance on the property, and if the encumbrance is not tolerable, then they would have the option of not purchasing the property. Ms. DiTommaso stated that Subsection 4(i) addresses the recording of easements and the requirements for property owners. The Town Attorney stated that all legally binding easements must be recorded. Chair Thomas questioned what would happen if there is an agreement and a new use comes into that building which would generate more activity than what was approved initially, and there is an agreement of a 50% reduction of the parking spaces with the shared uses, what provision would then be utilized to ensure that the site has adequate parking. Ms. DiTommaso stated that if a property is under a cross access/joint access agreement and does utilize the reduction of parking spaces provision, whether it is a 30%, 40% or 50% reduction, the agreement requires a shared parking study which would delineate the various uses that were taken into account as a part of the parking reduction. Staff would refer to the Study if a higher intensity use is proposed and determine if per the Parking Code additional spaces are required, and then the shared parking study would need to be up-dated to ensure that the reduction in parking spaces that was previously provided would still meet the requirement for the newly proposed use. Ms. DiTommaso noted that Staff reviews, as a matter of routine, the parking scenario for every new use being proposed as a part of the Zoning Certificate process.

PLANNING & ZONING BOARD RECOMMENDATION

There being no further discussion, Chair Thomas asked for a motion of approval of Staff's recommendation for the proposed Text Amendment to Section 78-144 of the Town Code for the creation of a joint access/cross access provision. Member Lloyd made the motion and the motion was seconded by Board Member Schneider. The vote was as follows:

	Aye	Nay
Judith Thomas	X	
Natalie Schneider	X	
James Lloyd	X	
Michele Dubois	X	

The vote was 4-0 and the Motion was unanimously approved.

COMMUNITY DEVELOPMENT DIRECTOR COMMENTS

The Community Development Director announced that due to the Labor Day Holiday on Monday, September 2, 2013, Staff is proposing that the next Planning & Zoning Board

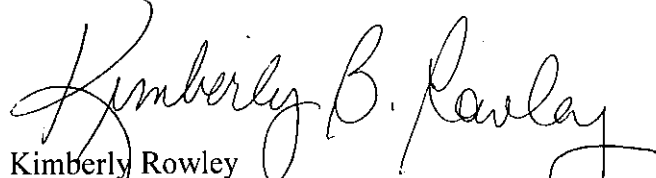
Meeting be held on Monday, September 9, 2013, at 7:30 p.m unless further notification is provided.

Chair Thomas thanked the Mayor for being in attendance this evening.

ADJOURNMENT

There being no further business before the Board, the Meeting was adjourned at 8:10 p.m. by Chair Judith Thomas.

Respectfully Submitted,


Kimberly Rowley
Planning & Zoning Board Recording Secretary

PLANNING & ZONING BOARD APPROVAL:


Judith Thomas, Chair
Town of Lake Park Planning & Zoning Board

DATE:

